

## WESTFIELD SELECTBOARD MEETING

### Minutes

April 10<sup>th</sup>, 2026 – 1:00 p.m.

Westfield Town Office, 38 School Street

Meeting Recordings Available to View at <https://www.youtube.com/@TownofWestfieldVT>

**Town Officials Present:** Jacques Couture, Selectboard Chair; Richard Degre, Selectboard; Dennis Vincent, Selectboard; Lisa Deslandes, Treasurer; Niki Dunn, Town Clerk; Eric Kennison, Road Commissioner

**Others Present:** Jan Degre

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1. **Call Meeting to Order – Jacques Couture, Chair:** Jacques Couture called the meeting to order at 12:59PM.
  2. **Public Comment – 5 Minutes:** None
  3. **Additions and/or Deletions to the Agenda:** None
  4. **Approve Minutes: (emailed in advance)**
    - a. **Approve Minutes of the 3-26-26 Selectboard Meeting:** Richard Degre motioned to approve the minutes of the March 26<sup>th</sup>, 2026, Selectboard meeting, Dennis Vincent seconded. Motion passed.
  5. **Executive Session (anticipated):** Dennis Vincent motioned to enter executive session for labor relations agreements with employees at 1:14PM, Richard Degre seconded. Motion passed.
    - a. **Labor Relations Agreements with Employees:** Dennis Vincent motioned to exit executive session at 1:55PM, with no action taken, Richard Degre seconded. Motion passed.
  6. **Highway Update – Eric Kennison:**
    - a. **Sign and Approve Letter of Understanding Between Westfield Selectboard and Kennison and Son Excavating, Inc for January 1<sup>st</sup>, 2026, through December 31<sup>st</sup>, 2026: (emailed in advance)** Richard Degre motioned to approve and sign the Letter of Understanding between the Town of Westfield and Kennison & Son Excavating, Inc. for January 1<sup>st</sup>, 2026, through December 31<sup>st</sup>, 2026, Dennis Vincent seconded. Motion passed. Dennis Vincent motioned to approve Kennison & Son Excavating, Inc. to lease the Town grader so that any of the Kennison and Son Excavating, Inc. employees can drive the grader and be covered under the Kennison & Son Excavating, Inc. insurance policy, subject to approval by the Town's insurance provider, VLCT; Richard Degre seconded. Motion passed.
    - b. **Sign and Approve 2026 Itemized Equipment List for Kennison and Son Excavating, Inc.: (emailed in advance)** Richard Degre motioned to approve and sign the 2026 Itemized Equipment List for Kennison and Son Excavating, Inc., Dennis Vincent seconded. Motion passed.
    - c. **Reminder – Road Erosion Inventory Reassessment due by October 31<sup>st</sup>, 2027: (emailed in advance)** Informational. Some of the upcoming grants will help with this work.
    - d. **Sign Municipal Roads Grants-In-Aid Program SFY27 Letter of Intent: (emailed in advance)** Jacques Couture signed the Letter of Intent. This grant is for next year.
    - e. The upcoming Balance Rock Road Culvert Grant was discussed. The towns match of funding will be the same as the culvert project last year, paying to get rid of the existing culvert and header. Kennison & Son Excavating, Inc. will be doing the work.
  7. **Discuss/Approve Hiring Animal Control Officer – Ashley Callahan:** Niki Dunn spoke with the Town Clerk in Albany who also uses Ashley as their Animal Control Officer, and they had all great things to say

about her. She charges \$25 per call and sometimes mileage as well. She is also reimbursed by the Town for any holding fees they collect if she impounds a dog for any period. The Town will still need a Constable, as this needs to be filled by a person who resides in the town of Westfield. Niki will look into what type of agreement she has with other towns regarding her responsibilities as the Animal Control Officer. Richard Degre motioned to approve using Ashley Callahan as the Westfield Animal Control Officer, Dennis Vincent seconded. Motion passed.

**8. Other Business:**

- a. **Wires Near Telephone Pole at Town Garage:** The wires are old phone lines no longer in use, Richard will remove them.
- b. **Placement of E911 Signs at Town Garage, Community Center and Library:** Richard put all of the signs up at the Town buildings during the week.

9. **Adjourn:** Richard Degre motioned to adjourn the meeting at 1:55PM, Dennis Vincent seconded. Motion passed.

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**Westfield Selectboard Approval Date:** \_\_\_\_\_ **with** \_\_\_\_\_ **change(s)**

X

Jacques Couture  
Selectboard Chair

X

Richard Degre  
Selectboard

X

Dennis Vincent  
Selectboard

DRAFT